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- 1995
P71

Public Consultation on Management
Board Secretariat's ...



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P71

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PUBLIC CONSULTATION ON MANAGEMENT BOARD SECRETARIAT'S USE OF ITS STATEMENT OF ENVIRONMENTAL VALUES

Ontario

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Public Consultation on the Use of MBS's Statement of Environmental Values

I. Open Invitation for Public Comment

In November 1994, Management Board Secretariat (MBS) finalized its Statement of Environmental Values (SEV) under the *Environmental Bill of Rights* (EBR). The SEV explains how the purposes of the EBR will be applied when decisions that might significantly affect the environment are made in the ministry. It also explains how the purposes of the EBR will be integrated with other considerations, including social, economic and scientific ones.

MBS's SEV committed to reviewing, in consultation with the public, the use of its SEV within the Ministry and to report its findings to the Environmental Commissioner of Ontario by November 1995.

MBS is now consulting with the public on the use of our SEV. This report summarizes MBS's activities in the development and use of the SEV. Specifically, this report describes:

- ☞ the requirements of the legislation;
- ☞ the commitments in MBS's SEV; and,
- ☞ the development and implementation of the SEV in MBS.

Public comment is invited on how well MBS is using its Statement of Environmental Values.

Written comments are welcomed by **Nov. 6, 1995**. Please send them to:

Management Board Secretariat
77 Wellesley Street West, 7th Floor
Toronto, ON M7A 1N3
Attention: Susan Worley
Phone: (416) 327-3628
Fax: (416) 327-2593

II. The *Environmental Bill of Rights* and Management Board Secretariat's Statement of Environmental Values

The Environmental Bill of Rights (EBR) requires ministries to make environmental values part of the decision-making process. Those values are set out in the purposes of the EBR and reiterated in Management Board Secretariat's (MBS) Statement of Environmental Values (SEV). This gives environmental considerations equal weight with social, economic and scientific ones when staff are assessing policy options and future directions.

In addition, the SEV explains:

- how the purposes of the EBR are to be applied to decisions which might significantly affect the environment; and,
- how the purposes of the Act will be integrated with other factors, including social, economic and scientific considerations that are part of the Ministry's decision-making.

The EBR also permits the public to comment on new policies with environmental significance. Beginning April 1, 1995, Management Board Secretariat is required to give 30 days notice on the Environmental Registry of any new or revised policy or any new Act which may have a significant impact on the environment. During this 30 days, the public has the opportunity to review and comment on the proposal. When a decision on the proposal is made, MBS again gives notice on the Environmental Registry summarizing how the proposal changed, if at all, as a result of public comment.

MBS's SEV has four parts:

- Part 1 → Background information on the SEV and a reiteration of the purposes of the Act; this information is the same in all ministries' SEVs.

Public Consultation on the Use of MBS's Statement of Environmental Values

- Part 2 → Description of MBS's mandate
- Part 3 → MBS's value statements
- Part 4 → Application of EBR purposes in MBS; specifically, MBS indicates it will apply the SEV by:
- integrating EBR purposes into decision-making on new MBS directives
 - developing of internal guidelines/procedures for integrating the EBR and the SEV into decision-making
 - providing orientation and training for MBS staff
 - offering training advice and assistance to other prescribed ministries
 - monitoring the use of the SEV
 - reviewing the use of the SEV and reporting the findings to the Environmental Commissioner by November 1995
- Identification of those areas in MBS's mandate most likely to be impacted:
- the Green Workplace
 - procurement
 - information technology
 - property development and management
 - MBS Class Environmental Assessment (MBS Class EA)
 - Ontario Realty Corporation (ORC)

A copy of MBS's SEV is attached to this paper.

Public Consultation on the Use of MBS's Statement of Environmental Values

III. Use of MBS's Statement of Environmental Values

Development of Statement of Environmental Values

MBS posted its draft SEV on the Environmental Registry for public comment from May 15 to Aug. 15, 1994. MBS received 10 responses. Seven of them were general comments provided to all prescribed ministries and three were specific to MBS's SEV.

In response to those comments, MBS participated in a meeting with the other EBR ministries, the Environmental Commissioner and organizations that had commented on the SEVs to discuss the wide range of comments. In addition, MBS staff met with the Executive Director of the Conservation Council of Ontario to review his detailed comments on MBS's SEV. MBS staff also met with the Environmental Commissioner to discuss her suggestions.

MBS made several changes to its SEV as a result of public consultation and the final document was posted on the Electronic Registry on Nov. 15, 1994.

Implementation of the SEV in MBS

MBS completed many activities to integrate the SEV and the EBR into the Ministry's daily business.

To increase general awareness of the EBR and the SEV, the Deputy Minister sent a memo outlining the new requirements on MBS and directed further questions to a common e-mail box, EBRINFO; nine questions came in.

An article in *Catalyst*, the MBS in-house publication, provided employees with more information on the legislation and the impact on their jobs. MBS staff were also given information on how to access the Environmental Registry via Internet, modem or a public library. In addition, a computer terminal was set up in the MBS Walk-in Centre to access the registry.

Public Consultation on the Use of MBS's Statement of Environmental Values

The Ministry's EBR Working Group developed an EBR Reference Manual that sets out in detail the process for applying the SEV, and all other EBR requirements, to MBS business. The manual was presented to Senior Management Committee; each Committee member is responsible for making the initial determination and recommendation to the Minister on new or revised policies or new Acts which may significantly impact on the environment. Illustration I provides a summary of the internal EBR process in the Ministry.

To facilitate greater understanding of the impact of the SEV and the EBR in those areas of the Ministry most likely to be affected, a dialogue between MBS EBR staff and directors on the specific impact of the SEV and EBR in their areas is taking place. By discussing the requirements of the Act as it relates to each branch, the Ministry provides focussed training for its senior managers.

Many activities are ongoing in those areas of MBS's mandate identified in our SEV.

The Green Workplace Program (GWP)

This program continues as part of the Ontario Realty Corporation. GWP supports the protection and conservation of a healthful environment through such recent activities as:

- BEPAC, Building Environmental Performance Assessment Criteria, a comprehensive assessment of the environmental impacts of eight Government of Ontario buildings; this assessment will lead to the development of environmental management plans for each building;
- GEM, Government Energy Management program, which will reduce energy consumption by 20 percent by the year 2,000; and,
- Maximum Green, an intensified waste reduction program which follows on successfully reaching our first goal of 50% waste diversion;
- over 90% of the OPS has an active waste diversion and recycling program which is expected to divert in excess of 13,000 tonnes of waste in 1995.

Public Consultation on the Use of MBS's Statement of Environmental Values

Procurement

MBS continues its environmentally conscious purchasing practices such as:

- the *Government of Ontario Environmental Procurement Policy and Operational Guidelines* which advises using less packaging materials in the purchase of government products; and
- partnerships with private sector companies to promote the use of environmentally sound products like remanufactured photocopier and recycled toner cartridges and computer diskettes.

Information Technology

MBS continues to encourage the use of telecommunications and computers to reduce the use of paper and travel which supports the protection and conservation of the natural environment.

Realty (Property Development and Management, ORC, Class EA)

The Ontario Realty Corporation, as a scheduled agency, is not directly subject to the EBR. However, the ORC manages the MBS real estate portfolio and in that role ensures that any new or revised policies for the management of the MBS portfolio apply MBS's SEV and the EBR. The MBS Class EA requires the early identification of environmental issues resulting from a wide range of real estate activities, including the purchase, sale and management of land and buildings.

For these activities, the MBS Class EA and the *Planning Act* provide for equivalent public consultation as would be required under the EBR. For realty policy proposals, the EBR applies; MBS and ORC staff have been reviewing the types of policies which may be developed in the future which would need to consider MBS's SEV and the EBR.

IV. Conclusion

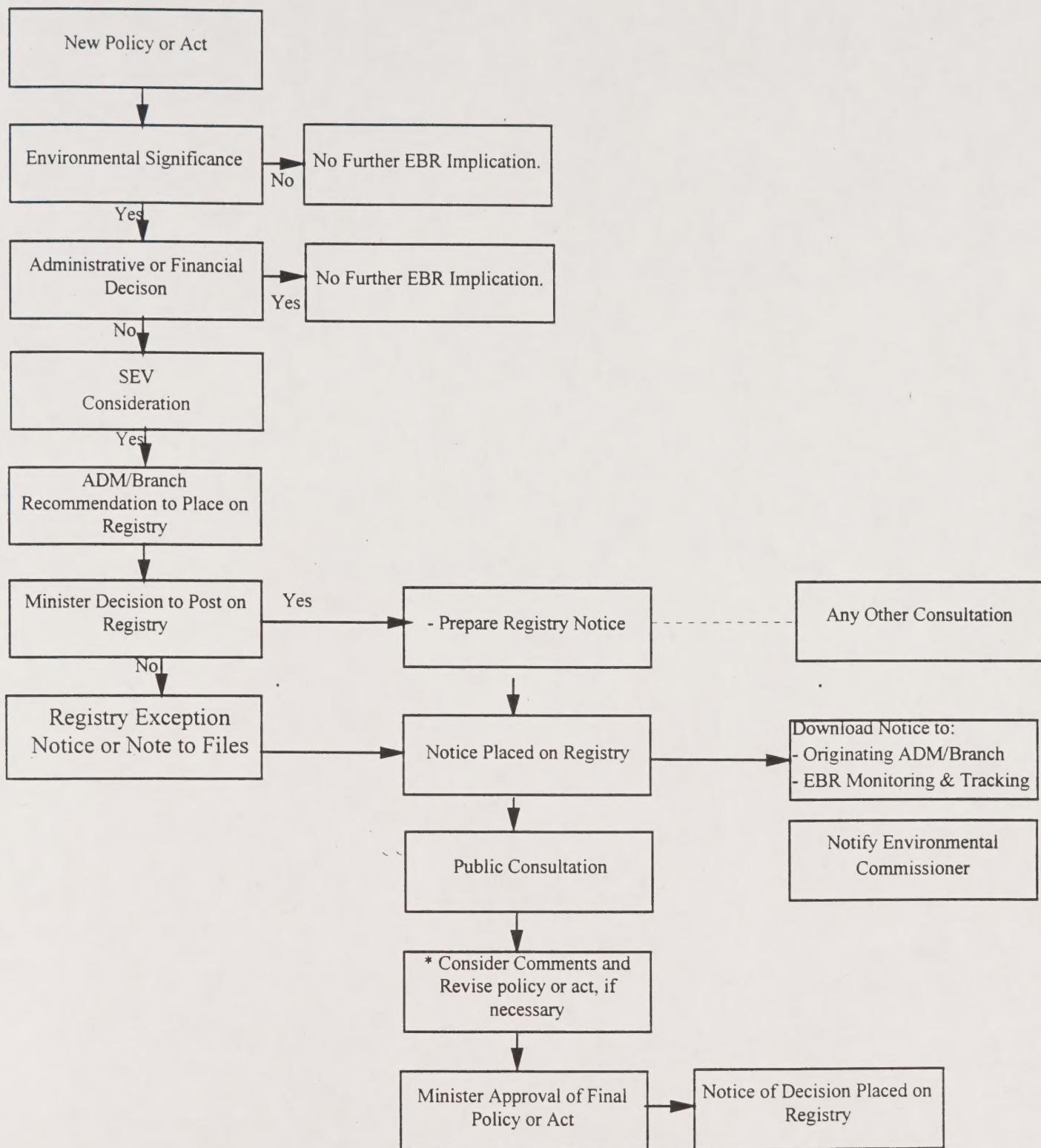
Management Board Secretariat welcomes public comment on the question:

*How well is Management Board Secretariat using its
Statement of Environmental Values?*

As we commit in our SEV: "*The Ministry recognizes the value of an open and consultative process in the implementation of these principles.*"

Thank you for taking the time to review this paper. We look forward to receiving your comments.

SUMMARY OF PROCEDURE FOR APPROVAL OF POLICIES AND ACTS UNDER THE EBR



^{*} If a proposal changes significantly as a result of public comment, the originating ADM/branch may choose to post notice of the revised policy or act on the registry for further consultation.

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